

**To:** Honorable Mayor Price and Members of the City Council

**cc:** Denis Fitzgibbons, City Attorney  
City Manager's Executive Management Team

**From:** Gregory E. Rose, City Manager

**Date:** October 30, 2014

**RE:** City Manager Report

## **ACTIVITIES and EVENTS**

**2040 Vision Forums and Steering Committee:** The 2040 Vision Community Forums continued this week with community forums at City Hall, Fire Station 575, and Maricopa High School. With six of the forums completed, over 100 residents have participated in the process. Additional forums are scheduled for November 12 and 13 at Copper Sky Multigenerational Center. The Steering Committee had their first meeting on Wednesday, November 29, 6 p.m., City Hall.

## **GENERAL INFORMATION**

### **Committee Openings**

- The City is currently accepting applications for the Age Friendly Maricopa Advisory Committee, Board of Adjustment, Industrial Development Authority Board, and the Non-Profit Funding Evaluation Committee. You can apply online at [www.maricopa-az.gov/web/boards-commissions-committees](http://www.maricopa-az.gov/web/boards-commissions-committees). Contact the City Clerk's Office at 520-316-6971 for more information.

### **Check Out Current City Recruitments and H.R. Statistics**

- Please follow link <http://www.maricopa-az.gov/web/jobs-portal> .
- Please see attached statistical reports.

### **Economic Development Updates**

- **Art on the Veranda:** Maricopa Artisans are pleased to invite you to attend the second annual Art on the Veranda event next Saturday, November 8. Held at The Duke Golf Club at Rancho El Dorado, this open air art show will feature nearly 50 artisans and craftsmen from Maricopa and throughout Arizona. The festivities are scheduled to start at 10 a.m. and continue until 4 p.m. [Click here for more information.](#)
- **Business Licensing Project:** During the November 4 City Council Regular Meeting, City Council will consider for adoption proposed regulations,

- licensing procedures, and fees for special business types, specifically: (1) After-Hours Establishments, (2) Teen Dance Halls and (3) Magic Arts Establishments. Public notice of the proposed City Code updates and fees has been posted to the City website.
- **Hotel Feasibility Study:** A hotel feasibility study is underway and is expected to be completed by early December. The study will help determine what type and size of hotel can be supported in Maricopa and the project's financial feasibility. The study will also assist in marketing Maricopa to hotel developers and brands. This week, the consultant met with staff, toured Maricopa, and interviewed key stakeholders.
  - **MAG Planners & Economic Development Partners Exchange:** Staff attended the first Maricopa Association of Governments Planners & Economic Development Partners Exchange. This information sharing group allows economic development professionals and planners to collaborate and discuss ideas, and serves as a forum to learn about new data products available from MAG and other sources.
  - **Maricopa Advocate Program:** Maricopa Advocates are invited to participate in the 2040 Vision Community Forum for the Maricopa Advocate Program on Thursday, November 13 from 5:30-8:30 p.m. at Copper Sky Multigenerational Center in Multi-Purpose Room A. Participants will work in facilitated table group discussions to generate ideas and provide feedback. Click here for more information and to register.
  - **MCE Micro-Loan Program:** MCE and the City are giving local businesses a fresh start with an innovative low-interest, micro-loan program for entrepreneurs who have been previously turned down for other funding. A total of \$117,500 is available for entrepreneurs, start-ups, small businesses, and home businesses. The program is funded in part through a USDA Rural Development grant. Click here to read the full news release.
  - **New Businesses:** Since the last report, the City received new business license applications from one home-based business, three businesses that will have a commercial location, fourteen out-of-town businesses that will be doing business in Maricopa, and three businesses that will be participating in a special event.

### **Development Services**

#### **Code Compliance**

- A large amount of tree clippings obstructing the sidewalk were removed. Before and after photos are attached.
- Trees were trimmed that were partially obscuring a house. Before and after photos are attached.

- Non-permitted banner and wind-sail signs were voluntarily removed, and two temporary A-frame signs were moved away from the curb edge as required by city code. Photos of the signs are attached.

### **Planning**

- **Zoning Code Rewrite:** On October 21 the City Council discussed the proposed Zoning Code (Ordinance 14-12) and the associated design guidelines, and held a Public Hearing to receive input and comment from the public. Council is scheduled to consider adoption of the Zoning Code and associated design guidelines on November 5. As of this date, Development Services has not received any negative communications related to the proposed Zoning Code. Further information, including the latest schedule, presentations, related documents, maps, and the draft Zoning Code, is available on the Zoning Code Rewrite website at <http://www.maricopa-az.gov/zoningcode/>. Please contact Dana Burkhardt with questions or comments at [dana.burkhardt@maricopa-az.gov](mailto:dana.burkhardt@maricopa-az.gov).

### **Transportation/Transit**

- On October 27, staff met with the tentative consultant for the Regional Transportation Plan 2015 Update to finalize the Scope of Work for this study and review the accompanying fee schedule. This part of the contract process should be completed by early November.
- On October 23, staff represented Maricopa at the third Maricopa Association of Governments (MAG) and Valley Metro Project Advisory Team meeting. The Pinal County region is heavily emphasized in this study with regard to trips between Pinal County and Maricopa County. Staff also represented Maricopa at MAG's Bicycle and Pedestrian Committee Meeting on October 21.
- COMET ridership for the week ending October 24: 32 passengers, 55 trips.

### **Public Works**

#### **Capital Projects**

- **Honeycutt Road Widening Project:** Work continues on the widening of Honeycutt Road to four lanes and the installation of curb, gutter, and sidewalk on the south side from White and Parker Road to Porter Road. Crews are continuing the installation of waterlines on the south side. They are also coordinating with CenturyLink for installation of their facilities and are continuing the excavation and filling process. Construction is expected to take six more months.
- **Copper Sky Recreation Center and Regional Park:** Haydon Building Corps is working on ADA ramps to the dog park and a screen wall for the parking lot. Construction of the screen wall is anticipated to begin in early November.

#### **Street Maintenance**

- Mowed and sprayed weeds on rights-of-way and in medians.

- Cleaned trees, weeds, and debris from the retention area by Fred Cole Lane.
- At Pinal County's request, on October 22 at 7 a.m., set up message boards on the Maricopa/Casa Grande Highway at Murphy Road to alert drivers: "Water on Roadway-Slow Down."
- Pinal County closed the Maricopa/Casa Grande Highway due to running water from 3 p.m. October 22 to 8 a.m. October 24, and again from 7 p.m. October 25 to 5:30 a.m. October 27. Staff received and responded to several calls, emails, and E-Gov complaints regarding these closures. In general calls were routed to Pinal County whenever possible.
- Staff replaced several faded stop signs in the Rancho Mirage subdivision.
- At the request of Blue Star Mothers of Maricopa, staff placed a message board on State Route 347 for Sailor Andy Foschi, who returned home while on leave from overseas.
- Decomposed granite was used to fill several areas of deep, pavement drop-offs.

### **Community Services News**

#### **Recreation, Fitness, Aquatics, and Programs**

- **Membership and Visit Stats:** Total memberships: 5,475; family memberships: 3,454; punch passes: 391; Ak-Chin memberships: 295; Silver Sneaker memberships, 95; senior couple memberships: 154; senior memberships: 93; one adult memberships: 346; two adult memberships, 449; youth/student memberships: 198. Total visits to date: 168,324; average per day: 761.
- The Arizona Parks and Recreation Aquatics Symposium was held October 28 at Copper Sky.
- Maricopa Marlin Swim Club enrollment began October 27. There was a parent meeting on October 29 at Copper Sky. Practices start November 3. Signage will be posted in the facility to notify patrons of practice times.
- Swim Lessons end on Saturday, November 1, for the rest of the year. Lessons will resume in the spring.
- Tiny Tot Sports completed its first week of classes for the second session of the fall season. There are 62 participants registered.
- Currently, there are 345 registered participants for a variety of enrichment classes.
- **Adult Sports:**
  - Winter Adult Softball – Monday Men's League started Monday, October 27 with seven teams.
  - Winter Adult Co-Ed Softball – Sunday League started Sunday, October 26 with 10 teams.
- **Youth Sports:**
  - Youth Fall Soccer comes to a close this Saturday, November 1, at Copper Sky Regional Park.

- Youth Flag Football registration totals are at 200. Registration closes November 8.
- Youth Volleyball registration totals are at 52. Registration closes November 8.

## **Parks**

- Copper Sky
  - Mud run obstacle clean up completed.
  - South over flow parking lot graded.
  - Prepped and cleaned for the Music Festival.
  - Prepped and cleaned for Yappy Hour event.
  - Prepared amphitheater and scalped for over seed project.
  - Worked on dust control on sand volleyball courts.
  - Working on brick wall in front of the Multigenerational Center.
  - All park staff is rotating between parks to learn proper maintenance for each facility.
  - Prepared performance measures for City budget book.
- Pacana
  - Completed scalping the north end of the park.
  - Over seeded north soccer field.
  - Worked on pickle ball project

## **Library**

Door Count: 5,536 (people who used the library facility last week); circulation: 5,234 (items checked out); hours of computer use: 399.5 (with assistance from staff); new cards issued: 54, items added to the collection: 185; attendance: 187 (people who attended library programs last week).

**Family Pumpkin Decorating Contest:** Decorated pumpkins will be on display in the library until Friday, October 31. Prizes will be awarded...lots of fun. More details at the library. Anyone who visits the library on October 31 will get a treat.

## **Library Programs**

- **Tuesday, November 4**, 9:30 a.m. and 10:15 a.m. Preschool Storytime. Discover new stories, rhymes, flannel boards, and songs in this active, fun-filled, half hour program designed to help build early literacy skills.
- **Tuesday, November 4**, 1:30 p.m. Friends of the Maricopa Public Library host an open discussion with coffee and refreshments. All are welcome.
- **Tuesday, November 4**, 3:30 p.m. Tale Waggers. Come read to PJ the Dog. Program is for struggling readers and animal lovers.
- **Wednesday, November 5**, 9 a.m., 11:15 a.m., and 2:15 p.m. Fun Van (advance registration required). Kids play and learn while parents and caregivers meet to discuss parenting skills.

- **Thursday, November 6, 9:10 a.m.** Lapsit for parents and children aged 0-12 months. Early learning fun with rhymes, bounces, songs and stories.
- **Thursday, November 6, 9:30 a.m.** Movers and Shakers Storytime. Explore early literacy with books, finger plays, stories, and songs just for toddlers. Ages 1-3 years with an adult.
- **Thursday, November 6, 3:45 p.m.** School Age Storytime. Stories are interactive and the craft is great fun.
- **Thursday, November 6, 5 p.m.** Computer Basics Series.
- **Friday, November 7, 5 p.m.** Teddy Bear Sleepover – bring your plush toy for a special storytime. Teddy bears and other stuffed buddies will spend a night in the library.
- **Saturday, November 8, 9 a.m.** Teddy Bear Sleepover Pickup – pick up your bear or other buddy, have a continental breakfast, and see what your buddies were up to overnight.

### **Special Events & Marketing**

- **Shutter Shots:** The shutter shots photo contest was held October 15 and there were nine professional submissions and 13 amateur shots. Shutter Shots is a contest that helps document the growth of the City and, in the future, will serve as an historical archive. The prize for best overall image was \$100 and that photo will appear in an issue of My Maricopa. PRL Committee members judged the submissions and the results are below:
  - **Best Overall Professional Image** “Rule of the Roost”, Anita Turner
  - **Best Overall Amateur Image** “Good Evening Maricopa”, Cyndee Kane.
- Honorable mention in certain categories:
  - Nature “Sunrise Greeter”, Merry Grace.
  - Business Exterior “All Aboard”, Mitchell Johnson.
  - Neighborhood “Firesky”, Richard Kane.
  - Hidden Treasure “Hidden Treasures of the Past”, Tina Dugan.
  - Night Photo “Jewel of the City”, Mitchell Johnson.
  - People Photo “The Heartbeat of the Maricopa”, Merry Grace.
  - Lighting “Sunset Behind UltraStar”, Dean Crandall.
  - Maricopa Today “City Hall at Sunset”, Dean Crandall.
  - Creative “Another Day, Another Dollar”, Merry Grace.
  - Everyday Life “Province Seniors for Fitness”, Cyndee Kane.
- **Mysterious Mansion Mayhem:** Mysterious Mansion Mayhem is a Halloween home decorating contest. Prizes will be awarded to 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> place winners. There were 16 entries in this year’s contest and judging took place Wednesday, October 29 from 6-9 p.m. Winners will be announced soon.
- **Merry Copa:** Planning efforts continue. Promotional postcards will be distributed to help promote the event and solicit vendors.



## **Police Department**

- **Red Ribbon Week:** October 27, began the start of Red Ribbon Week. Red Ribbon Week is an alcohol, tobacco, drug, and violence awareness campaign. Officers will visit schools to teach students about drug use and prevention.
- **Fuel of Dreams:** October 30, members of MPD were part of the “Fuel of Dreams” event held at Fry’s Market Place. The event was from 3-6 p.m. to raise funds and awareness for Special Olympics Arizona. Special Olympics Arizona helps athletes’ dreams come true though out the year. Part of this event’s proceeds will be used to help one lucky athlete dreams come true.
- **Trunk or Treat:** October 31, MPD members will be present for the Trunk or Treat event located at Ak-Chin Ultrastar Cinema. Two officers will be present to hand out treats as well as to inform citizens on the dangers of Trick or Treating from house to house.
- **Maricopa Police Department Awards Ceremony:** October 25, the third annual Maricopa Police Foundation Awards Ceremony was held to honor police department members. Awards handed out were for Officer and Sergeant of the Year, Civilian Employee of the Year, and Volunteer of the Year to name a few. Sergeant Elliot Sneezy and Officer Jenny Alsidez were presented with sergeant and officer of the year, respectively. Mary Witkofski and Susan Winn were the award winners of civilian employee of the year and volunteer of the year, respectively.
- **Maricopa Historical Society Golf Tournament:** October 25, several MPD members participated in the Maricopa Historical Society Golf Tournament fund raiser. The tournament is a way for individuals to support the Maricopa Historical Society to raise funds for a museum and to inform and inspire people about the history of Maricopa.
- **Upcoming Event:** November 7, MPD will participate in the Pinal County Domestic Violence Coalition Annual Conference in Casa Grande, from 7:30 a.m.-4:30 p.m. The conference focus is on children exposed to domestic violence. Guest speakers will offer insights ranging from neuroscience of early childhood to interviewing techniques.
- **Upcoming Event:** November 8, between 2-7 p.m. members of the Maricopa Police Department will participate in the third annual Getting Arizona Involved in Neighborhoods (GAIN) event. PD members will visit local events put on by registering neighborhoods within the City. The neighborhoods organize events for residents to participate in variously themed parties.
- **Upcoming Event:** November 6-8, Chief Steve Stahl has been invited to attend a conference in Washington D.C. sponsored by “Shared Hope”. The focus is JuST (Juvenile Sex Trafficking). The conference covers all aspects of detecting, investigating, and preventing this in medium-sized jurisdictions.

## **Fire Department**

### **Community Outreach, Public Safety Events, and Fire Prevention**

- **Character Counts:** Maricopa Fire Department crews participated in Legacy Traditional School's "Character Counts" week by reading a book about good character to classes over the course of three days.
- **Welcome Home:** Engine 574 was on hand to welcome home a sailor, as requested by Blue Star Mothers of Maricopa. See photo attached.
- **Vision 2040:** Members of MFD participated in Vision 2040 Community Forums this week.
- **Stand Down Days:** Maricopa Fire Department is participating in Stand Down Days over the next few weeks. These days are designed to offer crews an opportunity to stop and reflect on the accomplishments they have made as a team and to take two days to visit with their families, city leaders, and each other. Battalion Chiefs will present safety messages to the crews. B shift crews observed Stand Down Days this past week. C shift will "stand down" on November 4 and 5 and A shift on November 6 and 7. All emergency services are still in effect and crews will respond accordingly.
- **Music Festival:** Fire Crews were on hand during the Music Festival to provide emergency services.

### **Emergency Calls**

Maricopa Fire Department responded to a total of 62 requests for emergency assistance this week, with 49 (79 percent) being medical in nature.

- **Ambulance Transports:** As a result of calls for medical assistance this week, 29 patients were transported by ambulance to surrounding hospitals for further evaluation and treatment.
- **Snake Removal:** Three requests from citizens were received requesting removal of snakes from their residential property.
- **Alarm Indication:** Five reports of alarm activations were received; all resulting in false alarms.
- **Motor Vehicle Accidents:** MFD responded to four reports of motor vehicle accidents.

Respectfully submitted,



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Gregory E. Rose, ICMA-CM  
City Manager



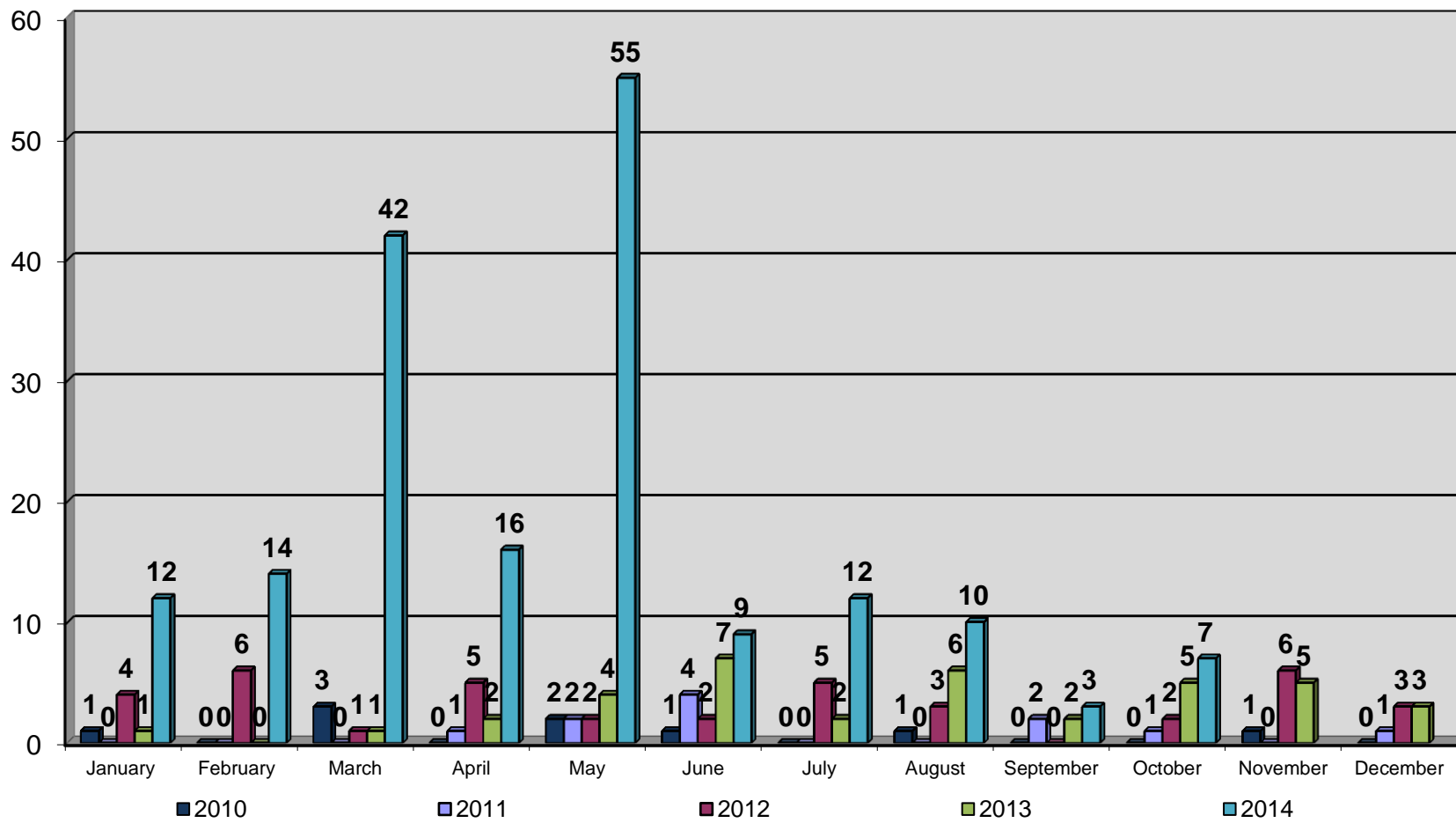
# Human Resources Recruitments

## Open Recruitments

Title	Opened	Closes
Payroll Specialist	08/28/2014	Open until filled – First Review 10/14/14
Purchasing Coordinator	09/23/2014	Open until filled – First Review 10/14/14
Management Analyst	10/13/2014	Open until filled – First Review 10/20/14
Police Officer - Lateral	10/13/2014	Open until filled – First Review 11/17/14
Police Officer - Recruit	10/30/2014	Open until filled – First Review 11/17/14

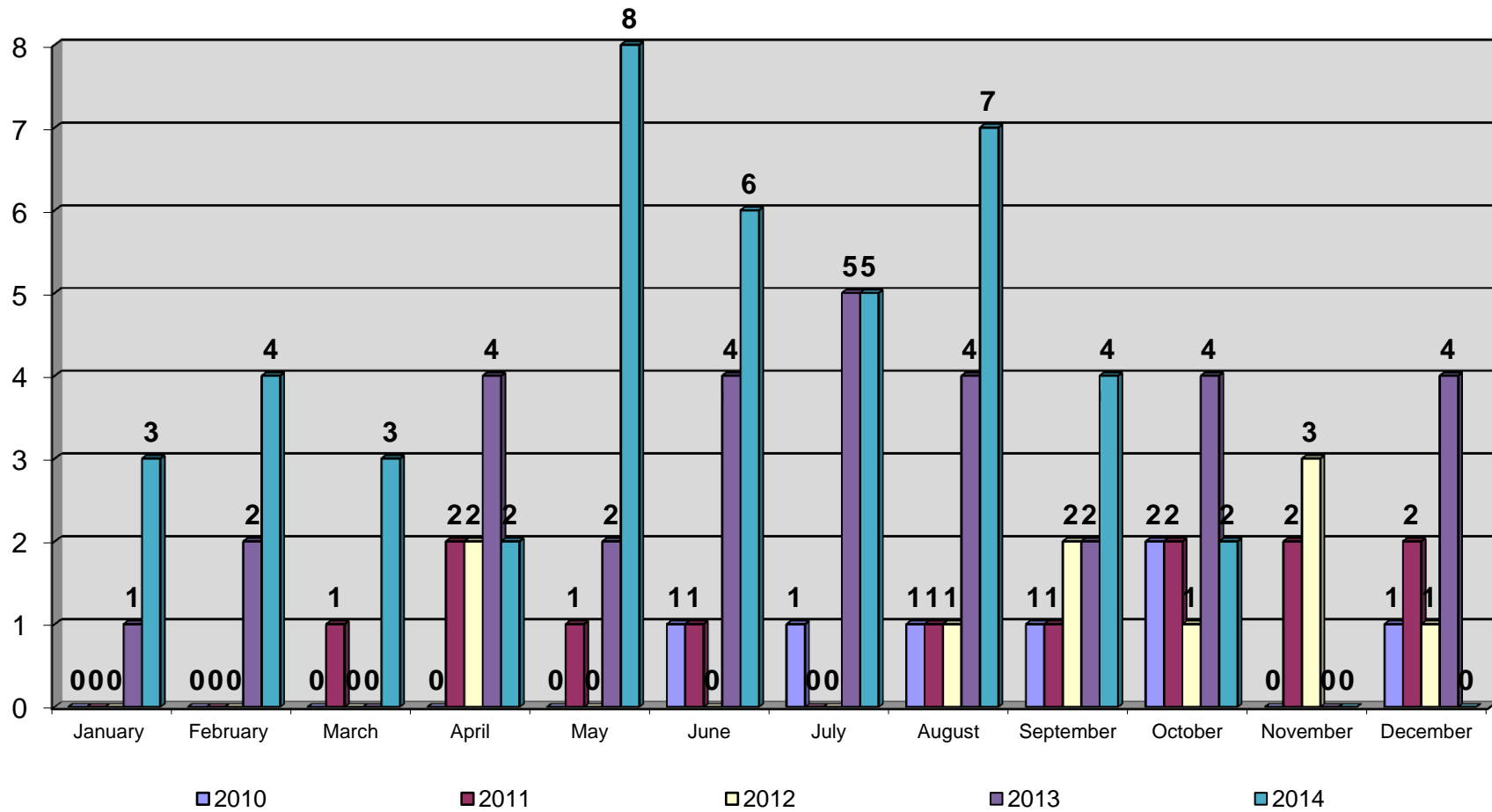
# Human Resources

New Hires by Month and Year



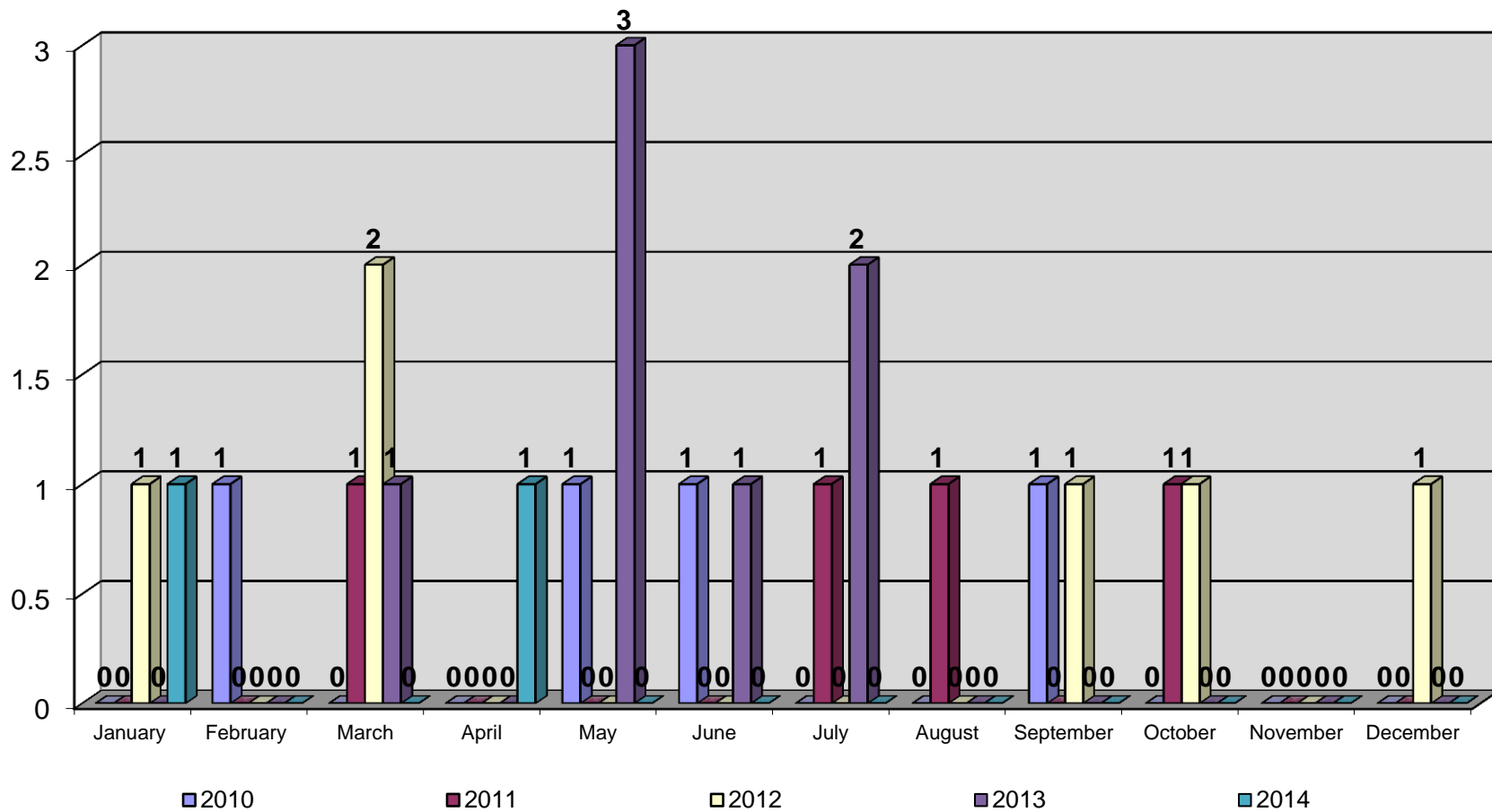
# Human Resources

## Voluntary Separations by Month and Year



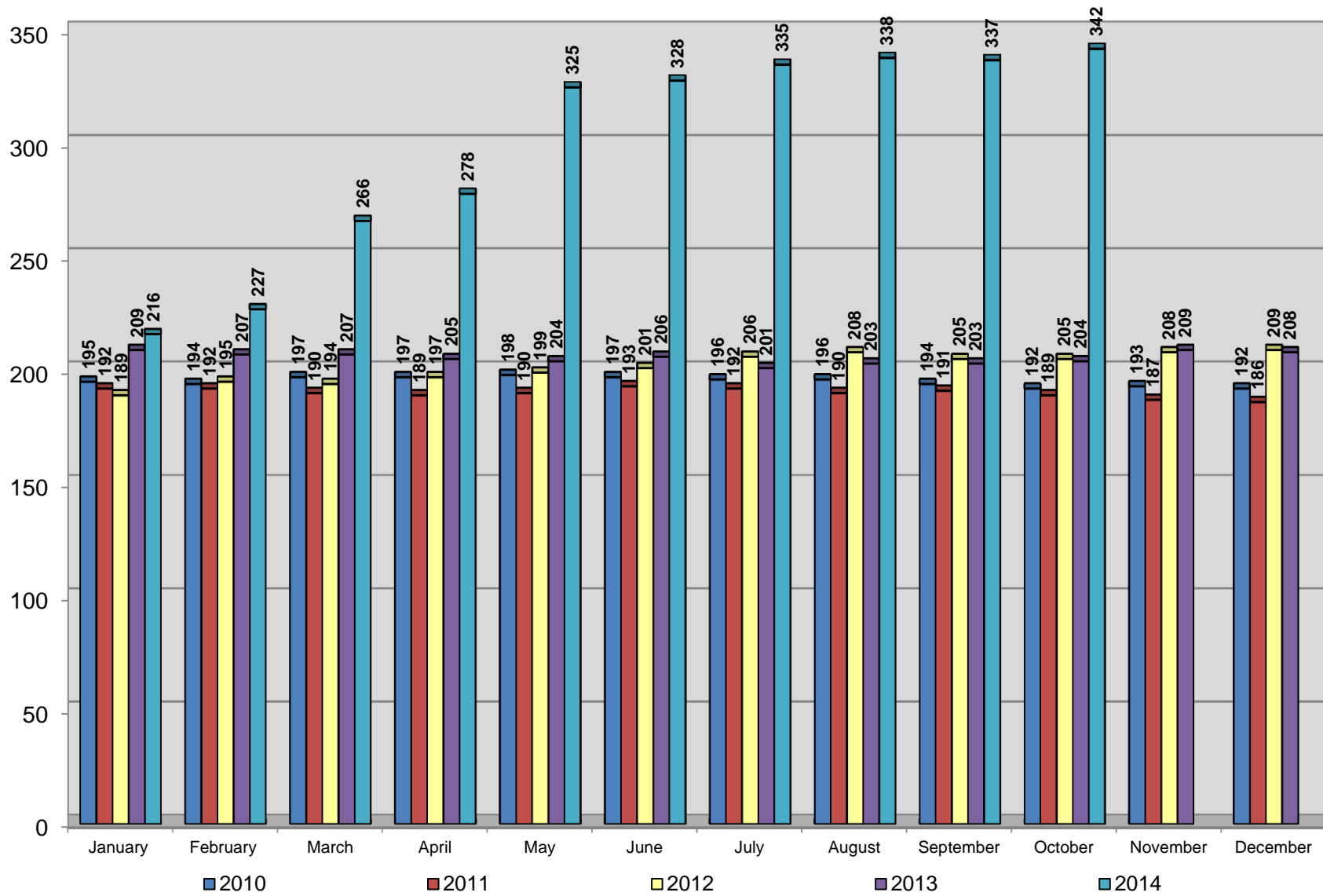
## Human Resources

### Involuntary Separations by Month and Year



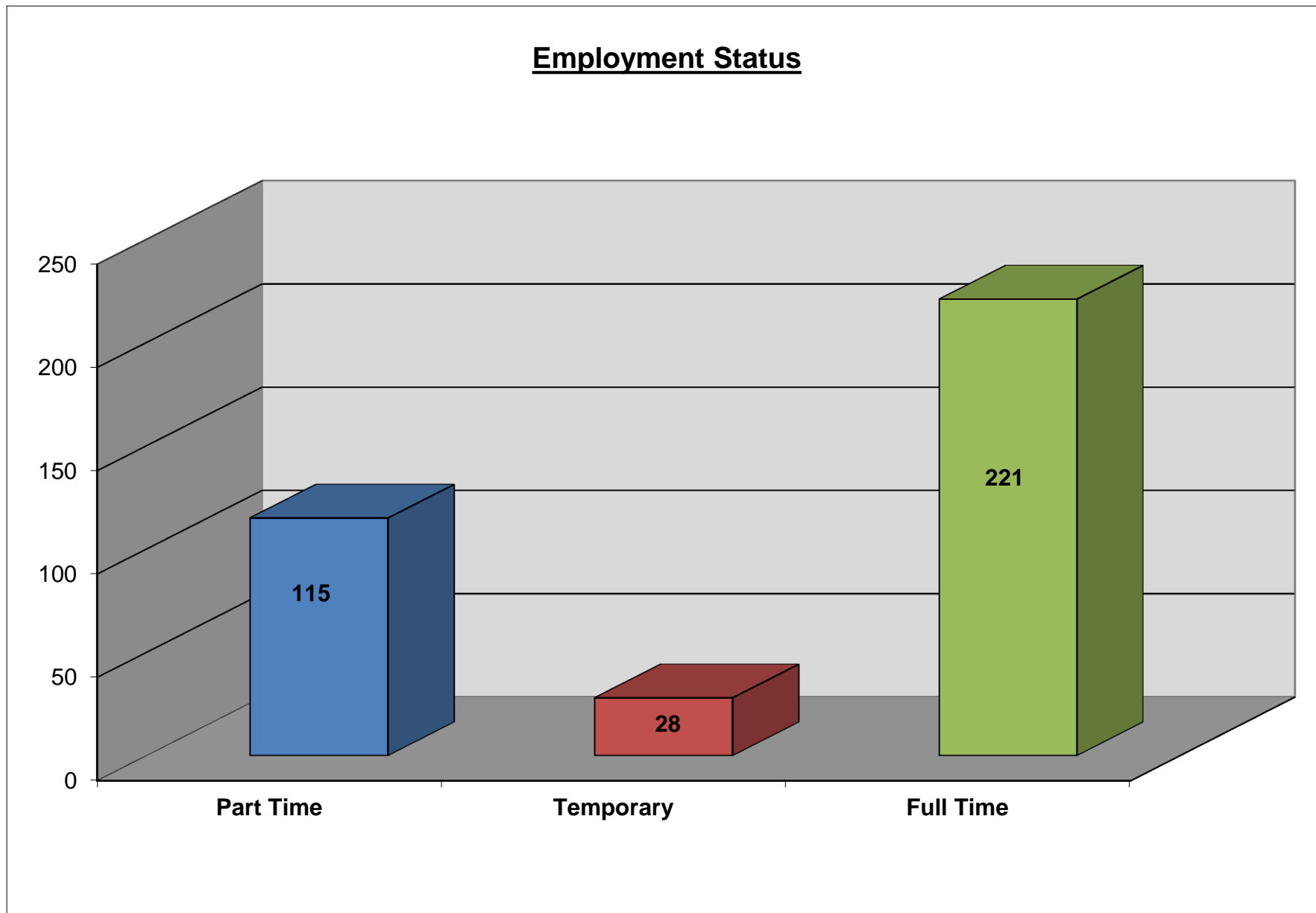
# Human Resources

**Annual Number of Employees by Month and Year**



## Human Resources

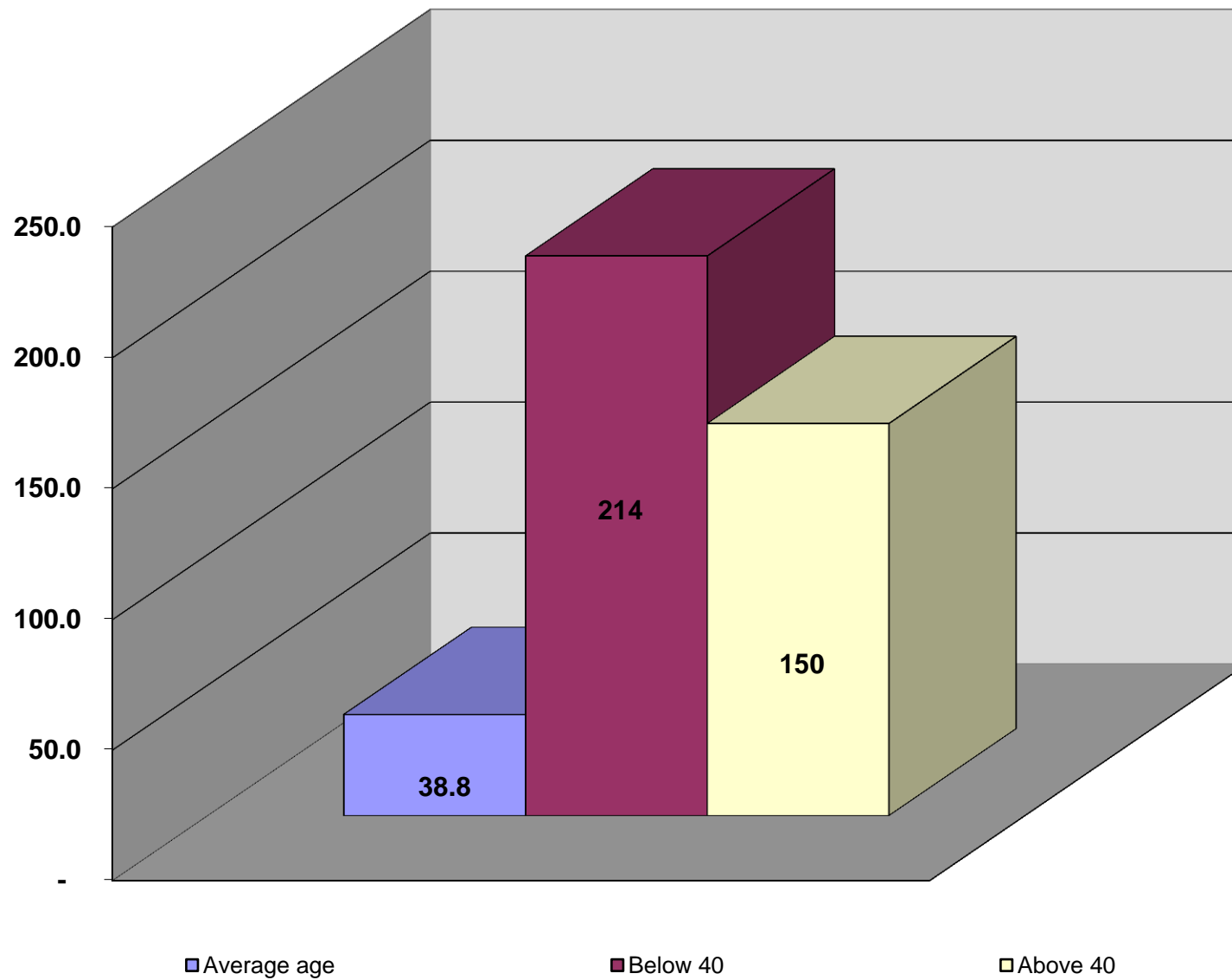
### Employment Status





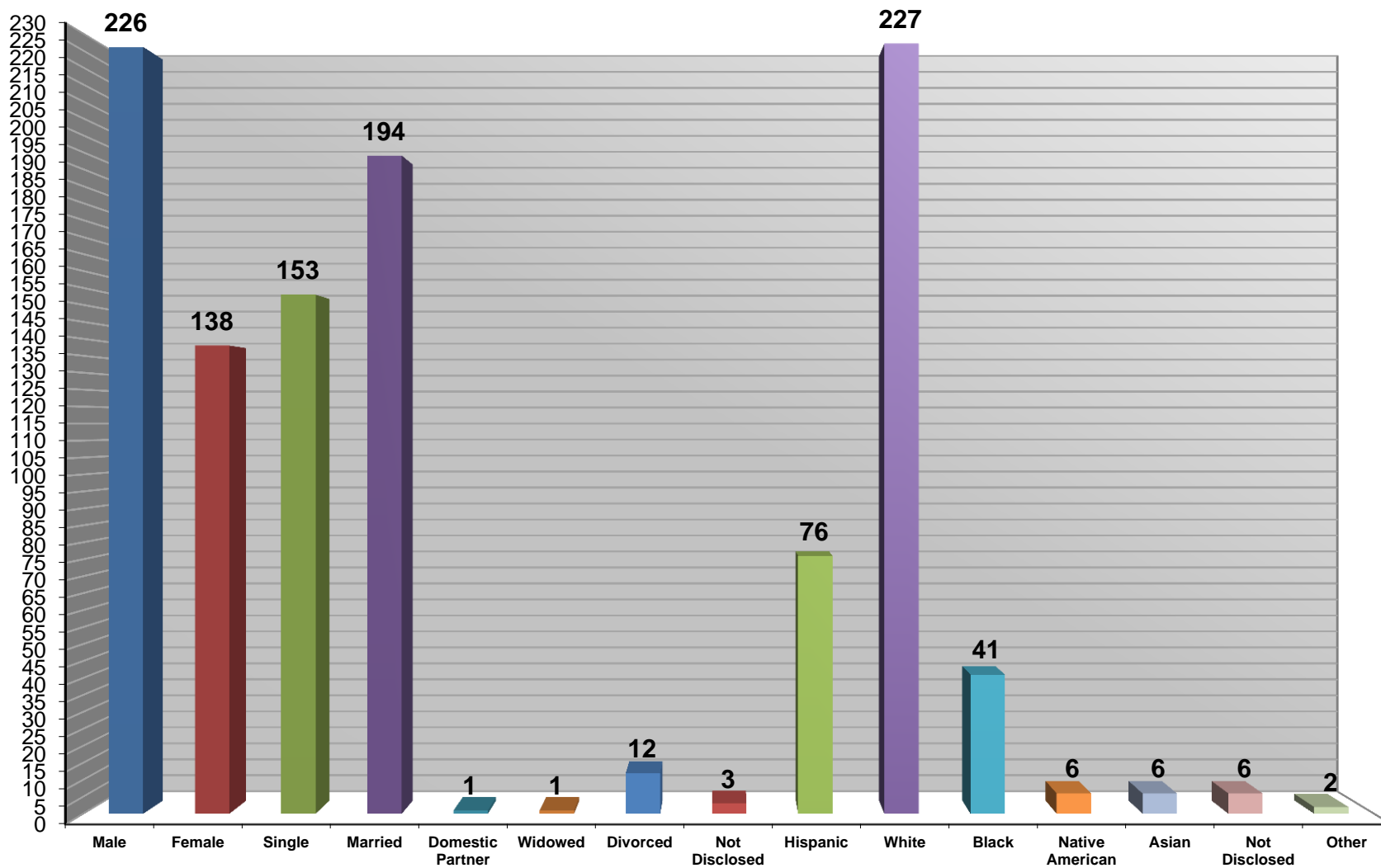
## Human Resources

### Employee Age Demographics



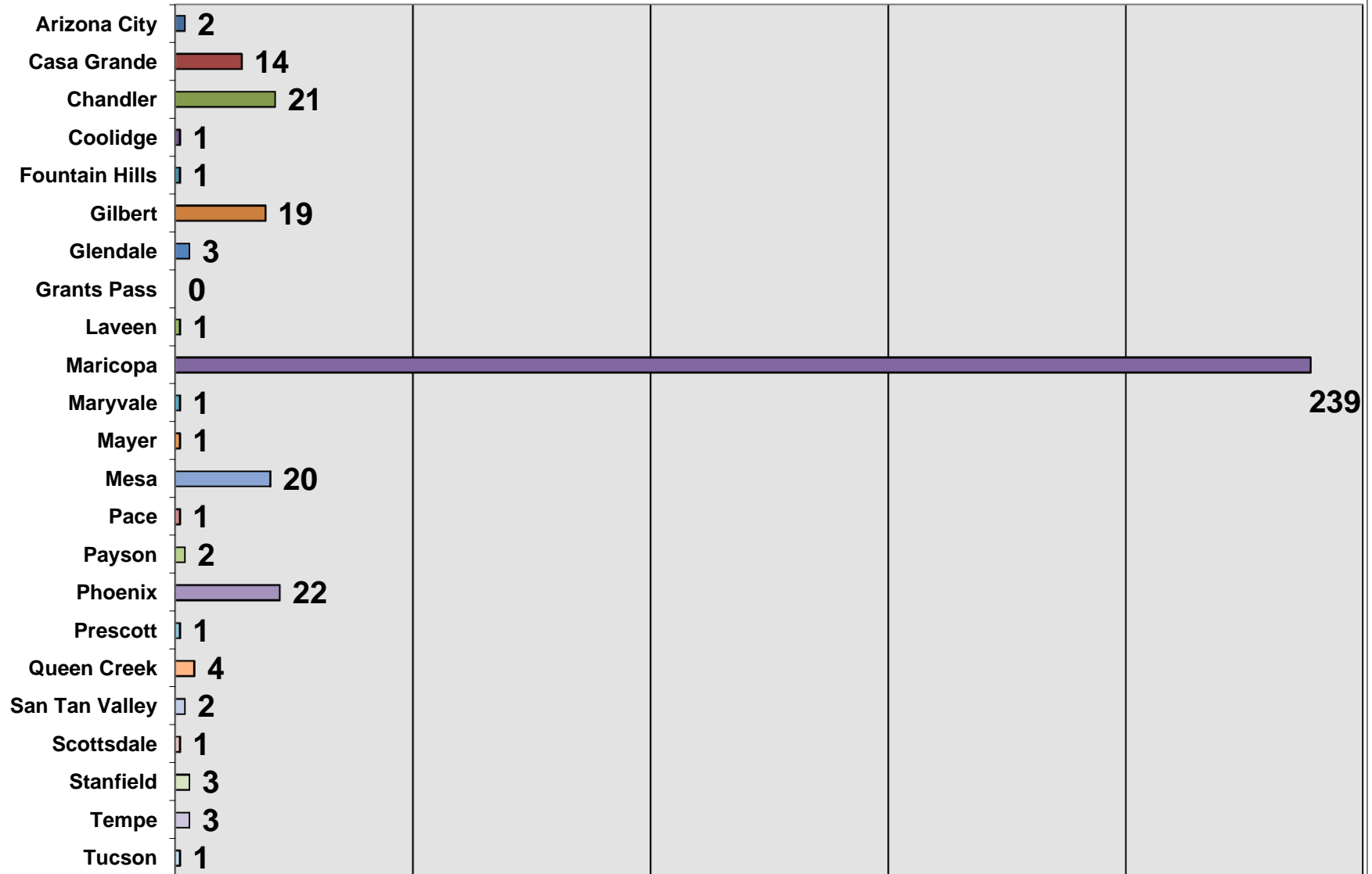
# Human Resources

## Employee Demographics



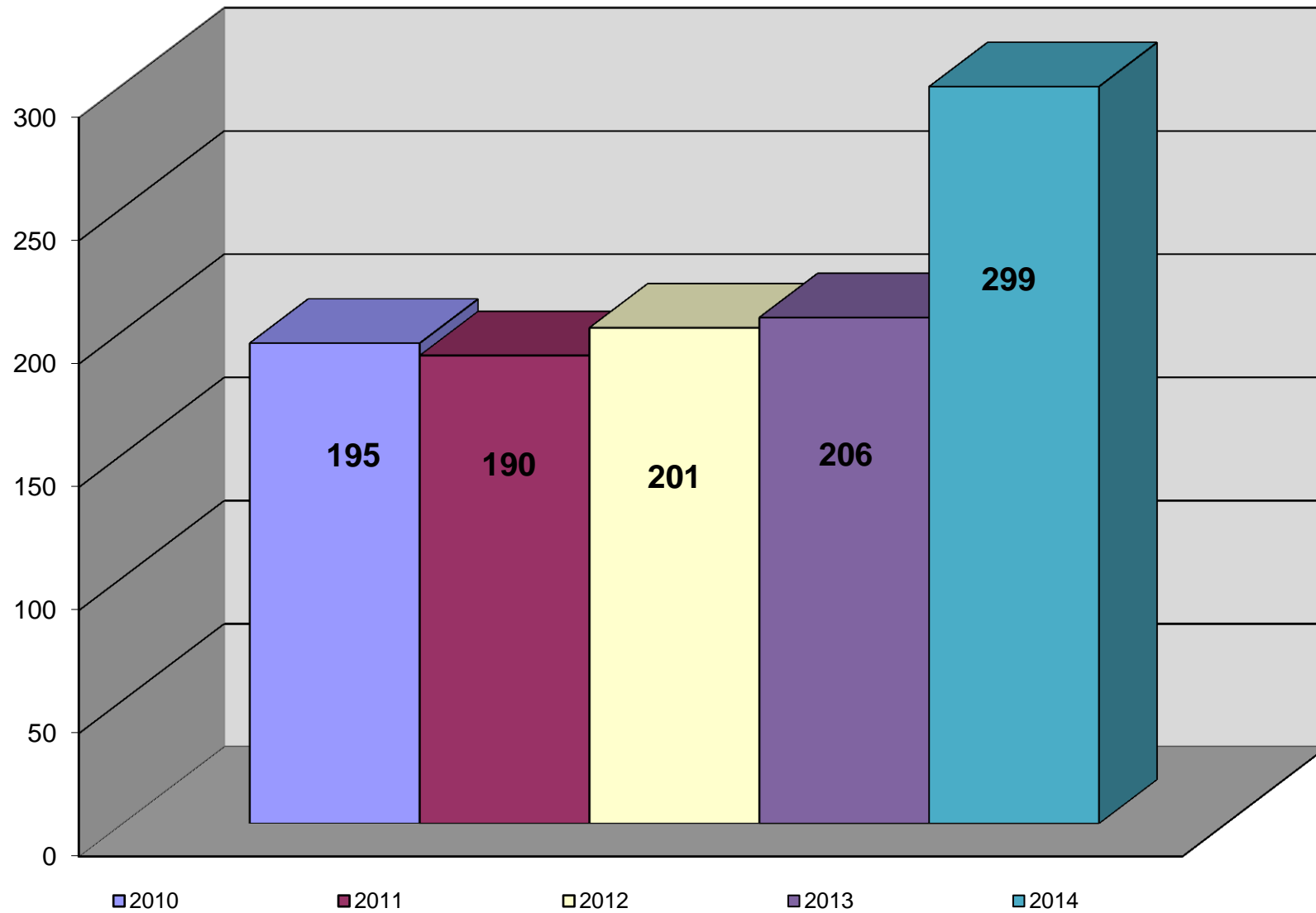
# Human Resources

## Employee Residence



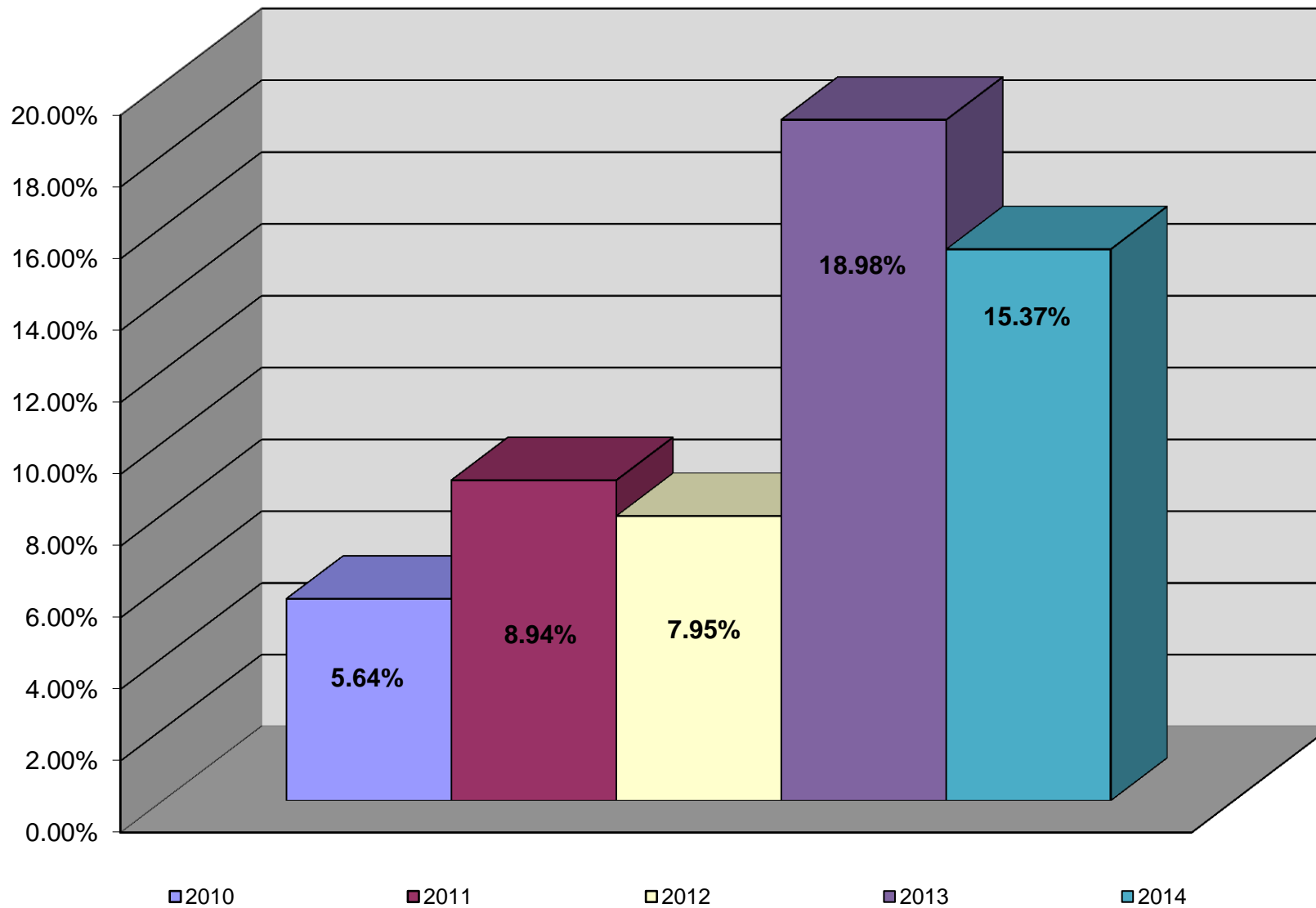
## Human Resources

Average Number of Employees Per Year



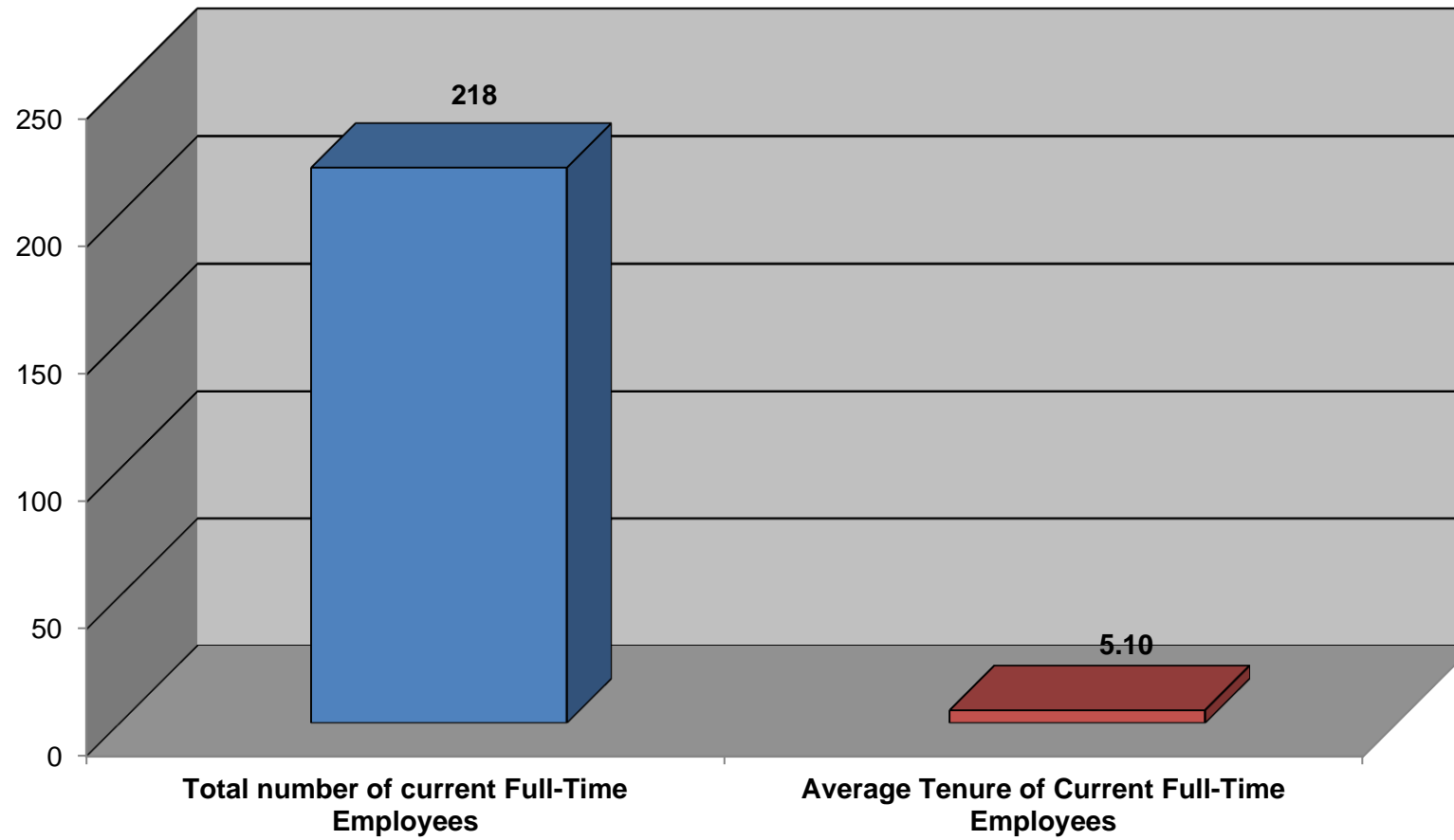
## Human Resources

Annual Turnover by Year



## Human Resources

### Employee Average Tenure





MARICOPA AVENUE



SANTA FE STREET





NON-PERMITTED SIGNS REMOVED







Welcome Home  
Thank you  
for your service

WELCOME  
HOME  
STG2 SW  
FOSCHI